

MINOR SOURCE PERMIT APPLICATION
for a
ROCK CRUSHING FACILITY
or a
SAND & GRAVEL OPERATION

FORMS & INSTRUCTIONS



AIR QUALITY DIVISION

STATE OF OKLAHOMA
DEPARTMENT OF ENVIRONMENTAL QUALITY

707 N. ROBINSON AVE., SUITE 4100
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REVISED AUGUST 28, 1997

MINOR SOURCE APPLICATION INSTRUCTIONS

ROCK CRUSHING FACILITIES

SAND & GRAVEL OPERATIONS

ASSISTANCE AVAILABLE
DEQ Customer Assistance: (800) 869-1400
Air Quality Division: (405) 702-4100

INTRODUCTION

This package contains the State of Oklahoma Air Quality Permit Application for a Minor Source. Please read all the directions carefully before you fill it out. Answer all questions by checking the appropriate box or filling in a response. Original signature from a responsible official is required on Form 884. Please note that delays in processing your application may occur if an incomplete application is submitted. It is the applicant's responsibility to submit a complete application well in advance of anticipated commencement of construction, start up dates, or the effective date of operating permit program requirements to allow sufficient time for proper application review and permit issuance.

BACKGROUND

Oklahoma operates a dual air quality permit system under Oklahoma Administrative Code (OAC) 252:100. A *construction permit* is to be obtained prior to the commencement of construction, installation or modification of any source which will increase the amount of air contaminant emissions by more than the de minimis levels given in OAC 252:100-7-2. After construction is completed, application for an *operating permit* must be submitted within 60 days after start up. If you are uncertain whether a permit is required, a request for an applicability determination may be submitted to DEQ and a written determination will be made based on the data submitted. An applicability determination can also be performed to determine whether a facility is a major or minor source.

DEFINITIONS

Criteria Pollutant: Oxides of Nitrogen (NO_x), Sulfur Dioxide (SO₂), Lead (Pb), Ozone (O₃, i.e., regulated as non-methane hydrocarbon or NMHC as a precursor to O₃), Particulate Matter less than 10 microns (PM₁₀), Carbon Monoxide (CO).

Minor Source: A source that has the potential to emit less than 100 tons/year of a criteria pollutant, less than 10 tons/year of any single hazardous air pollutant, and less than 25 tons/year total hazardous air pollutants in the aggregate. These sources are classified as Tier I sources and follow the simplest type of application process.

Synthetic Minor Source: A source which has the potential under maximum operating conditions to emit at the Major Source level but which has a permit which restricts emissions to the minor source level. Such restrictions may include any of the following: hours of operation, emission control devices, and throughput. Applications for minor source permits are classified as either Tier I or Tier II, depending on several factors.

Major Source: A source that has the potential to emit more than 100 tons/year for criteria pollutants, 25 tons/year of hazardous air pollutants, or 10 tons/year of any single hazardous air pollutant. Additionally, a Major Source will not have permit requirements which restrict all actual criteria pollutant and hazardous air pollutant emissions to less than these levels. These sources are complex in their potential impact and are subject to the Tier II or Tier III application process.

TIER DETERMINATION

DEQ's "Uniform Permitting" system, under OAC 252:002, categorizes applications as Tier I, II, or III, depending on their complexity and the amount of public interest. The main effect of a Tier classification is the amount of public review given the application. For Air Quality permits, Tier I basically includes minor sources and most synthetic minor sources. Tier II covers major sources, and Tier III covers only very large sources such as those requiring PSD review. **This packet is designed (only) to meet the application requirements for most Rock Crushing Facilities and Sand & Gravel Operations which are minor sources or synthetic minor sources and qualify as Tier I applications.** Other facilities, including those with emission units not covered in this application packet and those that need emissions modeling assistance, should contact Air Quality for information or additional forms and/or worksheets.

PERMIT FEES

Applicants must attach a check or money order (no cash will be accepted) payable to the DEQ Air Quality Division in accordance with Form 100-815, which is included in this packet.

APPLICATION MUST INCLUDE:

1. DEQ Form # 100-884 (General Facility Information Form)
2. DEQ Form # 100-110 (Emission Units information for each unit on site)
3. DEQ Form # 100-810 (Landowner Affidavit)
4. DEQ Form # 100-815 (AQ Application Classification Fees)
5. Appropriate fees (check payable to DEQ Air Quality Division)
6. Facility Plot Plan & Process Flow Diagram

SUBMIT 3 COPIES OF COMPLETED APPLICATION TO:

DEPARTMENT OF ENVIRONMENTAL QUALITY
AIR QUALITY DIVISION
707 N ROBINSON, SUITE 100
P.O. Box 1677
OKLAHOMA CITY, OK 73101-1677

DEQ LANDOWNER NOTIFICATION AFFIDAVIT

Tier I, II, or III permit applicants must provide notice to the landowner(s). The basis for this requirement is Title 27A of the Oklahoma Statutes, Supplement 1996, § 2-14-103(9), as described in OAC 252:4-7-13 (b).

Please note that you MUST fill out and return this affidavit even if you don't have to give any landowner notice.

A	NOTICE TO THE LANDOWNER(S) IS NOT REQUIRED because: (check one)
	My application does not involve any land.
	My application involves only land owned by me (or applicant business).
	I have a current lease given to accomplish the permitted purpose.
	I have a current easement given to accomplish the permitted purpose.

OR

B	NOTICE TO THE LANDOWNER(S) IS REQUIRED because the land is owned by someone other than myself or the applicant business AND I HAVE NOTIFIED the following (check one):	
	Landowner(s)	Lessor or Administrator or Executor of the land
	METHOD OF DELIVERY (check one):	
	Actual notice, for which I have a signed and dated receipt	
	Service by Sheriff or private process server, for which I have an affidavit	
	Service by certified mail, restricted delivery, for which I have a signed return receipt	
	Legal publication, for which I have an affidavit of publication from the newspaper, because the landowners could not be located through due diligence	

LANDOWNER AFFIDAVIT CERTIFICATION			
I, as the applicant or an authorized representative of the applicant, hereby certify that I own the real property, have a current lease or easement which is given to accomplish the permitted purpose (per Option A above), or have provided legal notice to the landowner(s) (per Option B above) about the permit application for the facility described below.			
Company Name		Facility Name	
Facility Address or Legal Description.			
Responsible Official (signature)		Date Signed	
Responsible Official (typed)		Title	

If the landowner notice applies to your application (Option B above) you can send the following form to them as your notice:

NOTICE TO LANDOWNER OF FILING

Dear Landowner: (Name) _____

(Applicant name) _____ has filed a permit application with the Oklahoma Department of Environmental Quality for (Facility Name) _____ facility.

This application involves the land owned by you located at:

Address or Legal Description: _____

Signed: _____ Date: _____

**AIR QUALITY PERMIT APPLICATION
GENERAL FACILITY INFORMATION**

APPLICATION NUMBER
(AQD Use Only)

1	COMPANY INFORMATION	Name								
Mailing Address					City		State		Zip	

2	APPLICATION TYPE	Applicability Determination	Construction Permit	Operating Permit							
GP Authorization To Operate		GP Authorization To Construct		GP Name:							
Renewal	Modification	Relocation	PBR	PBR Type:							
Permit Number(s) (If Applicable)											
Est. Date of Construction/Modification Start:			Operational Start-up:		Completion:						
Construction Permit Public Review Process:			Traditional		Enhanced						

3	IS CONFIDENTIAL INFORMATION INCLUDED?	YES	NO								
By including confidential information, Applicant acknowledges that such information may be shared with the U.S. Environmental Protection Agency for purposes consistent with the Federal Clean Air Act, 42 U.S.C. §§ 4201 et. seq.											

4	TIER CLASSIFICATION	Tier I	Tier II	Tier III	N/A – AD only						
FACILITY TYPE		Major	Minor	Synthetic Minor							

5	FEES SUBMITTED	\$	Check #	Date						
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6	TECHNICAL CONTACT	Name									
Phone		Fax	Email Address								
Company Name											
Street Address		City	State	Zip							

7	FACILITY INFORMATION	Name									
SIC Code(s)		NAICS Code(s)									
Contact Person			Title	Phone							
LEGAL DESCRIPTION	Sub Section	Section		Township	Range						
Physical Address or Driving Directions											
City or Nearest Town		Zip	County								

8	GEOGRAPHIC COORDINATES	Latitude (to 5 Decimals)	Longitude (to 5 Decimals)								
REFERENCE POINT		Facility Entrance Point or First Gate of Lease Property (preferred above all other options)									
Center of Facility	Unknown	Other (Specify):									

9	APPLICATION CERTIFICATION	This application, including all attachments, has been submitted as required by OAC 252:100.									
I certify that (a) I am the Responsible Official for this company as defined in OAC 252:100-1-3; and (b) based on information and belief formed after reasonable inquiry, the statements and information contained in this application are true, accurate, and complete.											
Responsible Official (name)			Title								
Responsible Official (signature)			Date								
Phone	Fax	Email Address									
Street Address		City	State	Zip							

OTHER EQUIPMENT		Process Rate	Controls		Emission Factor (lb/ton)	
ID#	Equipment Type	(TPH)	Type	Efficiency	Controlled	Uncontrolled
STOCKPILES (Total Estimated Fugitives from Storage Piles)		Stockpile Area	Controls		Emission Factor (lb/acre/day)	
ID#	Stored Material	(Acres)	Type	Efficiency	Controlled	Uncontrolled
MATERIAL TRANSFER POINTS		Process Rate	Controls		Emission Factor (lb/ton)	
From (ID#)	To (ID#)	(TPH)	Type	Efficiency	Controlled	Uncontrolled
EMISSIONS DATA SOURCE		AP-42 (Jan. '95)	Other (Specify):			

CONTROL OF FUGITIVE DUST FROM VEHICLE TRAVEL					
Miles of Paved Facility Roads				Miles of Unpaved Facility Roads	
Road Dust Suppression Practices		Water Truck	Road Oiling	OCC Permit #:	
		Other (Specify):			

Please provide the following information if organic liquid storage tanks (e.g., fuel, solvents) with capacity of 400 gallons or more are operated at the facility. Data submitted for construction permits should be a best estimate. The values may be modified following construction and/or subsequent testing. Applicants must fill out a complete table for each such tank which has a capacity of 400 gallons or more.

STORAGE TANKS		Tank ID #	Construction / Modification Date	
Type of Liquid Stored:	Gasoline	Diesel	Other (Specify):	
Tank Capacity (gallons)	Vapor Pressure (psia)			
Tank Height (ft)	Tank Diameter (ft)			
Maximum Throughput (gallons/year)	Tank Color			
Controls:	Submerged Fill Pipe	Vapor Recovery System	Other (Specify):	

AIR QUALITY DIVISION CLASSIFICATION OF AQ PERMIT APPLICATIONS & APPLICATION FEES	<i>Received Stamp (DEQ Use Only)</i>	Application Number (AQD Use Only)	

Company Name						
Facility Name						
Mailing Address		City		State		Zip

This form is used to document both a preliminary determination of the Tier classification and any associated Application Fee.

Step 1: APPLICATION CLASSIFICATION AND TIER DETERMINATION

DEQ's "Uniform Permitting" system, under OAC 252:004, categorizes different types of applications as Tier I, II, or III, depending on their complexity and the amount of public interest. The main effect of a Tier classification is the amount of public review given the application. For Air Quality permits, Tier I basically includes minor facilities and most synthetic minor facilities. Tier II covers major sources, and Tier III covers only very large sources such as those requiring PSD review. Additional information to make a preliminary determination of the Tier classification is provided on the next page. This determination will be verified before permit issuance.

Note that all Tier II and III applications require public notice of the application in one newspaper local to the site or facility as soon after the filing date as possible. Other public participation requirements, such as notice of draft and proposed permit, and notice of public meeting may also be required. Contact our office for more information on these requirements.

TIER CLASSIFICATION	<input type="checkbox"/>	Tier I	<input type="checkbox"/>	Tier II	<input type="checkbox"/>	Tier III	<input type="checkbox"/>	N/A – AD only
FACILITY TYPE	<input type="checkbox"/>	Major	<input type="checkbox"/>	Minor	<input type="checkbox"/>	Synthetic Minor	Confirmed/Corrected by: (AQD Use Only)	

Step 2: APPLICATION TYPE & FEE

Application fee may be determined according to the following schedule. The emissions level is based on the single criteria pollutant with the highest emissions rate. Fees are subject to change – please refer to OAC 252:100-7-3 or 252:100-8-1.7 for the latest fee schedule.

MAJOR SOURCE		Fee	MINOR OR SYNTHETIC MINOR SOURCE		Fee
<input type="checkbox"/>	Applicability Determination (100734)	\$500	<input type="checkbox"/>	Applicability Determination (100922)	\$500
<input type="checkbox"/>	GP- Authorization to Construct (100778)	\$900	<input type="checkbox"/>	PBR – Construct (100985)	\$250
<input type="checkbox"/>	GP- Authorization to Operate (100788)	\$900	<input type="checkbox"/>	PBR – Operate (100989)	\$100
<input type="checkbox"/>	Part 70 Construction (100150)	\$7,500	<input type="checkbox"/>	GP – Authorization to Construct (100826)	\$500
<input type="checkbox"/>	Part 70 Construction Modification (100779)	\$5,000	<input type="checkbox"/>	GP – Authorization to Operate (100827)	\$500
<input type="checkbox"/>	Part 70 Operation (100733)	\$7,500	<input type="checkbox"/>	Construction (100829)	\$2,000
<input type="checkbox"/>	Part 70 Minor Modification (100781)	\$3,000	<input type="checkbox"/>	Permit Amendment – no emission increase (100830)	\$500
<input type="checkbox"/>	Part 70 Significant Modification (100786)	\$6,000	<input type="checkbox"/>	Operating Permit (100831)	\$750
<input type="checkbox"/>	Part 70 Renewal (100787)	\$7,500	<input type="checkbox"/>	Operating Permit Modification (100833)	\$750
<input type="checkbox"/>	Part 70 Relocation (100782)	\$500	<input type="checkbox"/>	Relocation (100834)	\$250

Application Type Confirmed – (AQD Use Only)	<input type="checkbox"/>		
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GP or PBR Name (If Applicable):		Existing Permit Number (If Applicable)	
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PAYMENT INFORMATION

Please choose one payment type and attach payment – payable to the Department of Environmental Quality (no cash can be accepted). Please reference the facility name (or existing permit or Authorization number) on the check or money order.

Payment Type	<input type="checkbox"/>	Check	<input type="checkbox"/>	Money order	Amount/ Receipt Confirmed by: (DEQ Use Only)	
Amount:	\$	Check or Money Order Number:		Date:		

TIER DETERMINATION INFORMATION

OAC 252:004-7 categorizes different types of Air Quality applications as Tier I, II, or III, depending on their complexity and the amount of public interest under DEQ's "Uniform Permitting" system. The Tier classification affects the amount of public review given the application. Applicants may use the following format as a checklist for determining Tier classification.

**OAC 252:4-7-32. Air quality applications - Tier I
No Public Notice Requirement**

- (1) Relocation permit for a minor facility.
- (2) Modification of an existing FESOP that is based on the operating conditions of a construction permit that was processed under Tier I and completed the web-based public notice requirement and does not differ from those construction permit conditions in any way considered significant. [FESOP Enhanced NSR]
- (3) Extension of expiration date of a minor facility construction permit.
- (4) Modification of any Part 70 source operating permit condition that is based on the operating conditions of a construction permit that was processed under Tier I (with web-based public notice), Tier II, or Tier III and OAC 252:100-8-8 and does not differ from those construction permit conditions in any way considered significant under OAC 252:100-8-7.2(b)(2). [Enhanced NSR]
- (5) Extension of expiration date of a Part 70 source's construction permit.
- (6) New, modified, and renewed individual authorizations under general permits for which a schedule of compliance is not required by OAC 252:100-8-5(e)(8)(B)(i).
- (7) Burn approvals.
- (8) Administrative amendments of all air quality permits and other authorizations.

Web-based Public Notice Requirement

- (1) New minor NSR construction permit for a minor facility.
- (2) Initial operating permit for a new minor facility.
- (3) Modification of a construction permit for a minor facility.
- (4) Modification of an existing minor operating permit that was issued prior to September 15, 2021, and that will now become a FESOP.
- (5) Modification of a minor operating permit that did not undergo the *FESOP Enhanced NSR Process*. [Traditional NSR]
- (6) Construction permit for an existing Part 70 source for any facility change considered to be a minor modification under OAC 252:100-8-7.2(b)(1).

OAC 252:4-7-33. Air quality applications - Tier II

- (1) A minor facility seeking a permit for a facility modification that when completed would turn it into a Part 70 source.
- (2) Any permit application for a Part 70 source that would result, on issuance, with the facility being covered by a FESOP (PBR, GP, or individual facility operating permit).
- (3) Construction permit for a new Part 70 source not classified under Tier III.
- (4) Construction permit for an existing Part 70 source for any facility change considered significant under OAC 252:100-8-7.2(b)(2) and which is not classified under Tier III.
- (5) Initial operating permit for a Part 70 source.
- (6) Acid rain permit that is independent of a Part 70 permit application.
- (7) Temporary source permit under OAC 252:100-8-6.2.
- (8) Significant modification, as described in OAC 252:100-8-7.2(b)(2), of a Part 70 operating permit that did not undergo the *Enhanced NSR Process*. [Traditional NSR]
- (9) Modification of a Part 70 operating permit when the conditions proposed for modification differ from the underlying construction permit's operating conditions in any way considered significant under OAC 252:100-8-7.2(b)(2). [Traditional NSR]
- (10) A Part 70 construction permit modification considered significant under OAC 252:100-8-7.2(b)(2) and which is not classified under Tier III.
- (11) Renewals of operating permits for Part 70 sources.
- (12) New, modified, and renewed general permits.
- (13) Individual authorizations under any general permit for which a schedule of compliance is required by OAC 252:100-8-5(e)(8)(B)(i).
- (14) Plant-wide emission plan approval under OAC 252:100-37-25(b) or OAC 252:100-39-46(j).

OAC 252:4-7-34. Air quality applications - Tier III

(a) A construction permit for any new major stationary source listed in this subsection requires a Tier III application. For purposes of this section, "Major stationary source" means:

- (1) Any of the following sources of air pollutants which emits, or has the PTE, 100 TPY or more of any pollutant subject to regulation:
 - (A) carbon black plants (furnace process),
 - (B) charcoal production plants,
 - (C) chemical process plants,
 - (D) coal cleaning plants (with thermal dryers),
 - (E) coke oven batteries,
 - (F) fossil-fuel boilers (or combustion thereof), totaling more than 250 million BTU per hour heat input,
 - (G) fossil fuel-fired steam electric plants of more than 250 million BTU per hour heat input,
 - (H) fuel conversion plants,
 - (I) glass fiber processing plants,
 - (J) hydrofluoric, sulfuric or nitric acid plants,
 - (K) iron and steel mill plants,
 - (L) kraft pulp mills,
 - (M) lime plants,
 - (N) incinerators, except where used exclusively as air pollution control devices,
 - (O) petroleum refineries,
 - (P) petroleum storage and transfer units with a total storage capacity exceeding 300,000 barrels,
 - (Q) phosphate rock processing plant,
 - (R) portland cement plants,
 - (S) primary aluminum ore reduction plants,
 - (T) primary copper smelters,
 - (U) primary lead smelters,
 - (V) primary zinc smelters,
 - (W) secondary metal production plants,
 - (X) sintering plants,
 - (Y) sulfur recovery plants, or
 - (Z) taconite ore processing plants, and
- (2) Any other source not specified in paragraph (1) of this definition which emits, or has the PTE, 250 TPY or more of any pollutant subject to regulation.
- (b) Existing incinerators. An application for any change in emissions or potential to emit, or any change in any permit condition, that would have caused an incinerator to be defined as a major stationary source when originally permitted shall require a Tier III application.